**CURRICULAM VITAE**

**Manju**

Email: manju.252191@2freemail.com

Objective: To work in a competitive environment that is both challenging and inspiring, where my skills are put to its best use and to be an asset to the organization.

**PERSONAL PROFILE**

Age : 24

Date of Birth : 19-01-1991

Gender : Female

Qualification : S.L.C. (10TH Standard)

Nationality : Nepali

Marital Status : Single

**LINGUISTIC EXCELLENCE**

MOTHER Tongue : Nepali

Languages Known : English, Hindi, Nepali

**WORKING EXPERIENCE**

**Transguard Group LLC Dubai (Oct-2014 to Aug-2015)**

**Aircraft EK Eengineering Cabin Shop Assistant – Emirates Airline**

* Cleaning Emirates Airlines Aircraft
* Changing Seat Covers of Whole aircraft
* Post dressing aircraft cabin.
* Make sure that all of the above mentioned duties done on time and making sure everything is clear before leaving the aircraft.

**Dhanraj Mini Market, Kathmandu. (2009-2011)**

**Sales Girl**

* Attending to customers needs and guiding them through the store.
* Maintaning a friendly and helpful attitude towards customers.
* Arranging Store items to maintain order and store appearance.
* Keeping a record of items to inform stock requirements.
* Dealing with item orders and customer complaints.

**SKILLS:**

* Basic Computers & Internet surfing
* Highly motivated, career and goal oriented, strong willed, honest, dedicated and loyal.
* Hardworking, can work overtime with minimum supervision.
* Well organized and dedicated professional with a positive attitude.
* Ability to work under pressure.
* Patient and able to get along with people.

**DECLARATION:**

I hereby declare that all the statements furnisher made in the above curriculum vitae are correct to the best of my knowledge and belief.